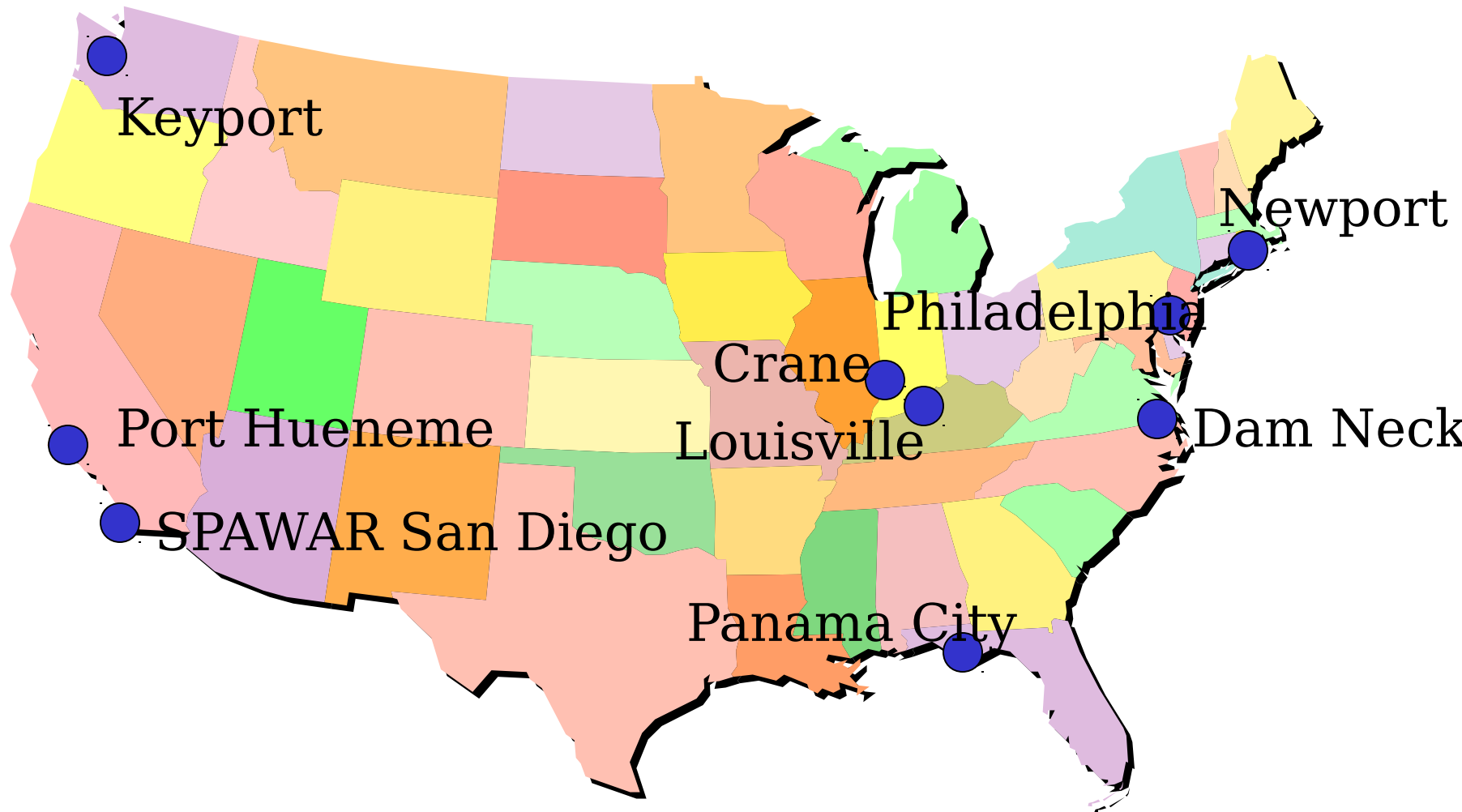


# ISEA CM Assessment Team

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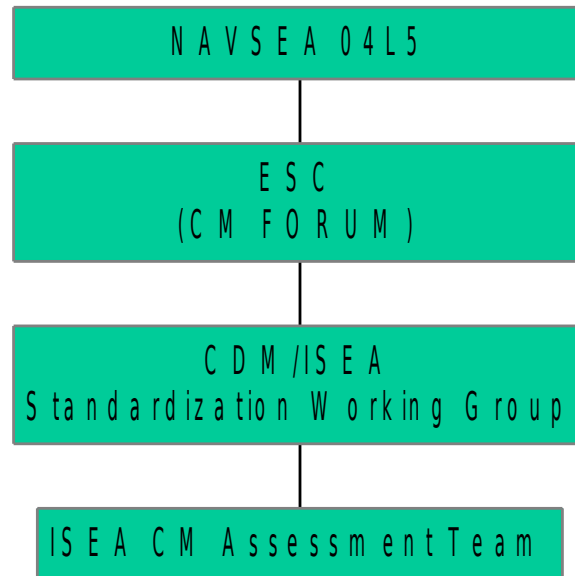
# ISEA Representation



# Overview

- Purpose
  - to assess the processes and procedures used by ISEAs in executing their responsibility for CM with regard to ship configuration
- Scope
  - self and formal assessment process associated with ISEA CM functions
- Objectives
  - Define roles and responsibilities
  - Define the approach
  - Define team requirements
  - Define assessment criteria and procedures
  - Determine “As-Is” ISEA CM practices

# Organization



# Assessments

- Objectives
  - Determine “As-Is” procedures utilized to execute the CM
  - Identify of “Best-Practices”
  - Assess implementation of standardized processes
- Core CM Process Requirements
  - Management and Administration
  - Top-down, breakdown; Requirements; Specifications; Design; and End-item Documentation
  - Standardized Naming, Numbering & Reuse
  - Validation & Release of Documentation
  - Change Management
  - Enabling Tools

# Assessments (Cont.)

- Self-Assessments
  - Self-review of existing CM processes
  - Provided a questionnaire, the assessment criteria, and background material
  - 30 days to complete the self-assessment
  - If outside help is requested, a member(s) of the assessment team will be made available
- Formal Assessments
  - Begin upon receipt of the command's self-assessment
  - Review the self-assessment
  - Formulate a plan to conduct the on-site portion
  - Focus on establishing the "As-Is" picture
  - Out-brief will be conducted

# Assessments (Cont.)

- Principles
  - A good assessment requires a competent assessment team, sound leadership, and a cooperative organization
  - The need for standardized processes as the basis of the assessment
  - The requirement for confidentiality
  - Senior management involvement
  - An attitude of respect for views of the people in the organization being assessed
- Team
  - Establish a schedule and identify the team to conduct the assessment
  - NAVSEA 04L5 will coordinate assessment team selection and training
  - The activity being assessed will provide a team member for the assessment
  - Team members will be required to hold a current certification in CM

# Assessments (Cont.)

- Report
  - Presentation of a written report and recommendations to the commanding officer or designated agent.
  - Summary and Conclusions - An executive summary of the findings and recommendations
  - Assessment - The assessment background and a description of the assessment process
  - Site Status - A summary description of the site status
  - Key Findings - A brief description of each finding
  - Recommendations - A description of each of the recommendations



# POA&M

Task	FY01/Q2	FY01/Q3	FY01/Q4	FY02/Q1	FY02/Q2	FY02/Q3	FY02/Q4
Develop Plan	████████						
Develop Criteria	████████						
Develop Team	████████████████████						
Develop Self Assessment Kit		████████████████					
Execute <sup>st</sup> ISEA Assessment		████					
Update SA Kit		████					
Execute <sup>nd</sup> ISEA Assessment			████				
Update SA Kit			████				
Execute <sup>rd</sup> ISEA Assessment			████				
Execute remainder ISEA Assessments/ Update SA Kit			██				